

**October 21, 2015**

**The Board of Commissioners held its Regular Meeting on Wednesday, October 21st, 2015 in the Forand Manor Conference Room at 5:00pm for the following reasons:**

- 1. Meeting Called to Order**
- 2. Roll Call**
- 3. Resident/Community Concerns or Comments**
- 4. Approval of Minutes of Previous Meeting of September 22nd, 2015**
- 5. Executive Summary**
  - Grant Funding Update**
  - Pest Control**
  - Modernization and Funding Obligation Updates – CFP**
  - Upcoming Conferences - NAHRO/NERC/PHADA**
- 6. Consent Agenda – Department Reports**
  - Financial Management**
  - Housing Management**
  - Leased Housing**
  - Resident Services**
  - Maintenance**
- 7. Resolution – Discussion & Possible Approval of Employees' Retirement System of Rhode Island-(re-amortization of the funds)**
- 8. Adjournment**

**The meeting was called to order at 5:05pm by Chairperson Flynn.**

**Upon a Roll Call, those “Present” and “Absent” were as follows:**

<b>Present</b>	<b>Absent</b>
<b>Cornelius Flynn, Chairperson</b>	
<b>Paul Charette, Vice Chairman</b>	<b>Gladys Burns,</b>
<b>Commissioner</b>	
<b>Jackeline Parra, Commissioner</b>	<b>Lucia</b>
<b>DeGamma-Therriault, Commissioner</b>	

- Others in attendance**
- Raymond Marcaccio, Attorney**
  - Bridgett Duquette, Interim Executive Director**
  - Paula Llera-Delgado-Administrative Assistant**
  - Sue Levasseur-PH Manager**
  - Denis Constantineau-Wilfrid Manor Resident**

**Resident/Community Concerns or Comments:**

**There being no questions or public comment Chairman Flynn moved to the next item on the agenda.**

## **Approval of Minutes: September 22nd, 2015**

**Chairman Flynn asked if there were any questions or concerns regarding the regular meeting minutes of the previous meeting September 22nd, 2015. There being no questions or concerns, a motion was made by Vice Chairman Charette to approve the meeting minutes, the motion was seconded by Commissioner Parra and carried by all present.**

## **Executive Summary**

**Interim Executive Director, Duquette provided the BOC with a monthly update of Grant Funding, Pest Control, Modernization & Funding, and all the upcoming conferences/trainings.**

**There is no new pest infestation reported this month, weekly inspections by A&D are ongoing.**

**Section 8 staff continues to issue vouchers in order to maintain a 98% or above lease up rate.**

**Interim Executive Director, Duquette explained that the Authority has not heard from HUD concerning the Audit findings and that the Board will be updated upon receiving a response. No response from HUD regarding the submission of the ROSS (Resident Opportunity Self**

**Sufficiency) Grant.**

**Interim Executive Director, Duquette explained that the RSC continues to meet with residents/clients regularly assisting them in completing applications for services along with establishing new business relationships. In the upcoming months the CFHA will be implementing a plan to meet with residents, new and old weekly to inquire if they are in need of any assistance. The goal will be to reach all 327 families in 2016.**

**Modernization update: A physical needs assessment is required every 10 years per HUD guidelines this will be completed by the end of the fiscal year. Security Camera Upgrade is completed. Parking lot/Curbing repairs RFP is in process.**

**CFHA is obtaining quotes for a Grant that National Grid is offering regarding the replacement of the exhaust fans on the roof top of Forand Manor. Interim Executive Director, Duquette explained that the housing authority is exploring additional options with National Grid regarding thermostat and indoor lighting programs.**

**CDBG – Authority applied for funding through the CDBG via the city. This funding will be to provide needed repairs at the School Street location. We have not yet received any information regarding the awarding of these funds.**

**Chairman Flynn asked if there were any comments or concerns regarding the Executive Summary. There being no questions or concerns Chairman Flynn asked for a motion to approve. Commissioner Parra made a motion to accept the Executive Summary, seconded by Vice Chairman Charette and passed by all.**

## **Consent Agenda**

**Interim Executive Director, Duquette provided department reports which consisted of Financial Management, Housing Management, Leased Housing, Resident Services, and Maintenance & Modernization. Interim Executive Director, Duquette stated that all departments are running smoothly.**

**YTD expenditures are on target with the budget per the fee accountant, and states there are no concerns at this time with the financials of the housing.**

**Maintenance will be starting a new project at Forand and Wilfrid Manors. The installation of new apartment door locks will begin on October 31st 2015 for the following 5 Saturdays after that. The**

**project should be completed by mid-December.**

**Chairman Flynn asked if there were any questions, comments or concerns regarding the Consent Agenda. There being no questions or concerns Chairman Flynn asked for a motion to approve, Vice Chairman Charette made a motion to accept and approve the consent agenda, seconded by Commissioner Parra and passed by all.**

**Resolution-1052 Employees' Retirement System of Rhode Island-(re-amortization of the funds)**

**Discussion & Possible Approval:**

**Interim Executive Director, Duquette provided the BOC with the documentation that was provided to the HA explaining the proposed amortization of the funds for the Employee's Retirement System.**

**After much discussion and review regarding the Resolution-1052 Employees' Retirement System of Rhode Island-(re-amortization of the funds) Chairman Flynn asked if there were any questions regarding the adoption of the said resolution remaining at the 21 year amortization, there being none Commissioner Parra, moved that the foregoing Resolution be adopted and introduced the 21year amortization of the Employees retirement system, which was seconded by Vice Chairman Charette. Upon roll call the "Ayes" and "Nays" were as follows:**

**Ayes**

**Nays**

**Cornelius Flynn, Chairman**

**Jackeline Parra, Commissioner**

**Paul Charette, Vice Chairman**

**The CHAIRMAN thereupon declared said motion carried and said resolution adopted.**

**Chairman Flynn asked if there were any further business to discuss, there being no further business, questions or concerns to come before the board, a motion was made by Commissioner Parra and seconded by Vice Chairman, Charette to adjourn the meeting at 5:20 pm. The motion was carried by all.**